



**North Carolina Department of Health and Human Services  
Division of Mental Health, Developmental Disabilities and Substance Abuse Services**

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Michael F. Easley, Governor

Carmen Hooker Odom, Secretary

Michael Moseley, Director

November 22, 2004

**MEMORANDUM**

**To:** Legislative Oversight Committee Members  
Commission for MH/DD/SAS  
Consumer/Family Advisory Committee Chairs  
State Consumer Family Advisory Committee  
Advocacy Organizations and Groups  
North Carolina Association of County Commissioners  
County Managers  
County Board Chairs  
North Carolina Council of Community Programs  
State Facility Directors  
Area Program Directors  
Area Program Board Chairs  
DHHS Division Directors  
Provider Organizations  
MH/DD/SAS Professional Organizations and Groups  
MH/DD/SAS Stakeholder Organizations and Groups  
Other MH/DD/SAS Stakeholders

**From:** Mike Moseley

**Re:** Communication Bulletin #031  
LME/CFAC Relational Agreement



Appendix B in *State Plan 2003* outlined the essential elements of a Relational Agreement between the Consumer and Family Advisory Committee (CFAC) and the Governing Board of each Local Management Entity (LME). Since the issuance of that document, the Division has received numerous questions from stakeholders throughout the State that indicated a need for clarifying certain points in the Relational Agreement. The attached document has been amended to provide clarity and consistency and should be used by those organizations that have not yet entered into an agreement using the original document. Those Relational Agreements already in effect are valid and do not have to be amended or replaced. The changes made are not substantive and do not add or subtract from the intent of the original Relational Agreement. Rather, the changes that have been made are designed to provide clarity.

One change you will notice is that the new agreement does not require signature by Division staff. It was felt that because this is a local agreement between the CFAC and the Governing Board, Division approval is not necessary. However, the Division will continue to fulfill its role as outlined in the State Plan.

Please contact Ann Remington at (919) 715-3197 or via electronic mail at [Ann.Remington@ncmail.net](mailto:Ann.Remington@ncmail.net) if you have questions.

**Attachment**

cc:	Secretary Carmen Hooker Odom	Rob Lamme	James Bernstein
	Lanier Cansler	Jim Klingler	Carol Duncan-Clayton
	DMH/DD/SAS Executive Leadership Team	Kaye Holder	Robin Huffman
	DMH/DD/SAS Staff	Wayne Williams	Mike Mayer
	Rich Slipsky	Patrice Roesler	Rob Lamme
	Bob Hedrick		



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